

# Employee Post-Travel Disclosure of Travel Expenses

Date/Time Stamp:

SENATE

16 DEC 21 PM 4:07

**Post-Travel Filing Instructions:** Complete this form within 30 days of returning from travel. Submit all forms to the Office of Public Records in 232 Hart Building.

In compliance with Rule 35.2(a) and (c), I make the following disclosures with respect to travel expenses that have been or will be reimbursed/paid for me. I also certify that I have attached:

- ☐ The original *Employee Pre-Travel Authorization* (Form RE-1), AND  
☐ A copy of the *Private Sponsor Travel Certification Form* with all attachments (itinerary, invitee list, etc.)

National Indian Impacted Schools Association

Private Sponsor(s) (list all):

Travel date(s): 12/2-12/5/2016

Name of accompanying family member (if any):

Relationship to Traveler: ☐ Spouse ☐ Child

IF THE COST OF LODGING DID NOT INCREASE DUE TO THE ACCOMPANYING SPOUSE OR DEPENDENT CHILD, ONLY INCLUDE LODGING COSTS IN EMPLOYEE EXPENSES. (Attach additional pages if necessary.)

## Expenses for Employee:

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
<input type="checkbox"/> Good Faith Estimate	448.81			
<input checked="" type="checkbox"/> Actual Amount				

## Expenses for Accompanying Spouse or Dependent Child (if applicable):

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
<input type="checkbox"/> Good Faith Estimate				
<input type="checkbox"/> Actual Amount				

Provide a description of all meetings and events attended. See Senate Rule 35.2(c)(6). (Attach additional pages if necessary.): I participated in the FISEF workshops on Sat, Dec 3 and Sun, Dec 4. On Monday, Dec 5

I spoke to the conference attendees and provided a powerpoint presentation about the upcoming Congress.

12/20/16  
(Date)

Jane Lucas  
(Printed name of traveler)

Jane Lucas  
(Signature of traveler)

TO BE COMPLETED BY SUPERVISING MEMBER/OFFICER:

I have made a determination that the expenses set out above in connections with travel described in the *Employee Pre-Travel Authorization* form, are necessary transportation, lodging, and related expenses as defined in Rule 35.

12/21/16  
(Date)

  
(Signature of Supervising Senator/Officer)

**EMPLOYEE PRE-TRAVEL AUTHORIZATION**

**Pre-Travel Filing Instructions:** Complete and submit this form at least 30 days prior to the travel departure date to the Select Committee on Ethics in SH-220. Incomplete and late travel submissions will not be considered or approved. This form must be typed and is available as a fillable PDF on the Committee's website at [ethics.senate.gov](http://ethics.senate.gov). Retain a copy of your entire pre-travel submission for your required post-travel disclosure.

Name of Traveler: Jane Lucas

Employing Office/Committee: Sen. John Thune

Private Sponsor(s) (list all): National Indian Impacted Schools Association

Travel date(s): December 3-5, 2016

*Note: If you plan to extend the trip for any reason you must notify the Committee.*

Destination(s): Las Vegas, NV

Explain how this trip is specifically connected to the traveler's official or representational duties:

I am the staff member that assists Sen. Thune with the Impact Aid federal education program, which provides payments to school districts for untaxable federal activity, such as ownership of Indian land and education of Indian students. Learning about the unique role of Indian land and students in the program and how the funding formula should take into account that unique status will help me better serve Sen. Thune in his role as a senator representing schools with Indian lands and students. I will also provide an update on the status of language in the FY17 NDAA that I helped negotiated and write to help ensure that these NIISA schools are not negatively affected by unanticipated changes in enrollment in non-Indian impacted schools that also receive payments from Impact Aid.

Name of accompanying family member (if any): \_\_\_\_\_

Relationship to Employee: ☐ Spouse ☐ Child

I certify that the information contained in this form is true, complete and correct to the best of my knowledge:

10/13/16  
(Date)

Jane Lucas  
(Signature of Employee)

TO BE COMPLETED BY SUPERVISING SENATOR/OFFICER (President of the Senate, Secretary of the Senate, Sergeant at Arms, Secretary for the Majority, Secretary for the Minority, and Chaplain):

I, John Thune hereby authorize Jane Lucas  
(Print Senator's/Officer's Name) (Print Traveler's Name)

an employee under my direct supervision, to accept payment or reimbursement for necessary transportation, lodging, and related expenses for travel to the event described above. I have determined that this travel is in connection with his or her duties as a Senate employee or an officeholder, and will not create the appearance that he or she is using public office for private gain.

I have also determined that the attendance of the employee's spouse or child is appropriate to assist in the representation of the Senate. (signify "yes" by checking box) ☐

10/13/16  
(Date)

John Thune  
(Signature of Supervising Senator/Officer)

# NATIONAL INDIAN IMPACTED SCHOOLS ASSOCIATION

P.O. Box 30 | Naytahwaush, Minnesota 56566 | 218.935.5848 | [www.niisa-lands.org](http://www.niisa-lands.org)



**TO: Senate Select Committee on Ethics**

**FROM: National Indian Impacted Schools Association**

**RE: Invitation to Jane Lucas (Senator John Thune) to present remarks at the Annual Meeting of the National Indian Impacted Schools Association**

**Date : 23 September 2016**

The National Indian Impacted Schools Association (NIISA) is requesting committee approval for the presence of Jane Lucas, a member of the staff of Senator John Thune, South Dakota, to attend the NIISA annual conference being held in Las Vegas, Nevada, December 3<sup>rd</sup> - 5<sup>th</sup>, 2016 at Harrah's Hotel. We have invited Jane to present remarks to the attendees of the NIISA annual meeting as well as to be a presenter in small group sessions relating to Indian education and current topics impacting NIISA membership.

Ms Lucas will not be given an honorarium nor a stipend for her attendance. Her travel to and from the conference and lodging cost for two nights will be reimbursed to her through the registration fees charged to the attendees. We will also reimburse her for incidentals such as taxi and meal charges.

Her presence, as one who has worked on issues related to education policy affecting public schools serving children residing on Indian Trust and Treaty land, is recognized and greatly appreciated by NIISA; we look forward to Jane's participation at the conference. Should there be any need to verify the above please feel free to contact Brent Gish, NIISA Executive Director either by e-mail at [gishbd@localnet.com](mailto:gishbd@localnet.com) or by phone at Office: 218-935-5848 or Cell: 701-212-5209.



## PRIVATE SPONSOR TRAVEL CERTIFICATION FORM

This form must be completed by any private entity offering to provide travel or reimbursement for travel to Senate Members, officers, or employees (Senate Rule 35, clause 2). Each sponsor of a fact-finding trip must sign the completed form. The trip sponsor(s) must provide a copy of the completed form to each invited Senate traveler, who will then forward it to the Ethics Committee with any other required materials. The trip sponsor(s) should NOT submit the form directly to the Ethics Committee. Please consult the accompanying instructions for more detailed definitions and other key information.

The Senate Member, officer, or employee **MUST** also provide a copy of this form, along with the appropriate travel authorization and reimbursement form, to the Office of Public Records (OPR), Room 232 of the Hart Building, within thirty (30) days after the travel is completed.

1. Sponsor(s) of the trip (please list all sponsors): National Indian Impacted Schools Association
2. Description of the trip: Invitation to speak at the National Indian Impacted Schools Association Annual Conference
3. Dates of travel: December 3-5, 2016
4. Place of travel: Washington, DC to Las Vegas, NV
5. Name and title of Senate invitees: Jane Lucas, Legislative Director for Senator John Thune
6. I certify that the trip fits one of the following categories:
  - ☒ (A) The sponsor(s) are not registered lobbyists or agents of a foreign principal and do not retain or employ registered lobbyists or agents of a foreign principal and no lobbyist or agents of a foreign principal will accompany the Member, officer, or employee *at any point* throughout the trip.
  - OR -
  - ☐ (B) The sponsor or sponsors are not registered lobbyists or agents of a foreign principal, but retain or employ one or more registered lobbyists or agents of a foreign principal and the trip meets the requirements of Senate Rule 35.2(a)(2)(A)(i) or (ii) (*see question 9*).
7. ☒ I certify that the trip will not be financed in any part by a registered lobbyist or agent of a foreign principal.
- AND -
- ☒ I certify that the sponsor or sponsors will not accept funds or in-kind contributions earmarked directly or indirectly for the purpose of financing this specific trip from a registered lobbyist or agent of a foreign principal or from a private entity that retains or employs one or more registered lobbyists or agents of a foreign principal.
8. I certify that:
  - ☒ The trip will not in any part be planned, organized, requested, or arranged by a registered lobbyist or agent of a foreign principal except for *de minimis* lobbyist involvement.
  - AND -
  - ☒ The traveler will not be accompanied on the trip by a registered lobbyist or agent of a foreign principal except as provided for by Committee regulations relating to lobbyist accompaniment (*see question 9*).

**9. USE ONLY IF YOU CHECKED QUESTION 6(B)**

I certify that if the sponsor or sponsors retain or employ one or more registered lobbyists or agents of a foreign principal, one of the following scenarios applies:

- ☐ (A) The trip is for attendance or participation in a one-day event (exclusive of travel time and one overnight stay) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *on any segment* of the trip.

- OR -

- ☐ (B) The trip is for attendance or participation in a one-day event (exclusive of travel time and two overnight stays) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *on any segment of the trip (see questions 6 and 10).*

- OR -

- ☐ (C) The trip is being sponsored only by an organization or organizations designated under § 501(c)(3) of the Internal Revenue Code of 1986 and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *at any point* throughout the trip.

**10. USE ONLY IF YOU CHECKED QUESTION 9(B)**

If the trip includes two overnight stays, please explain why the second night is practically required for Senate invitees to participate in the travel:

[illegible]

11. ☒ An itinerary for the trip is attached to this form. I *certify* that the attached itinerary is a detailed (hour-by-hour), complete, and final itinerary for the trip.

12. Briefly describe the role of each sponsor in organizing and conducting the trip:

NIISA, the sponsoring organization, extended an invitation to Ms. Jane Lucas to speak at our annual conference.

13. Briefly describe the stated mission of each sponsor and how the purpose of the trip relates to that mission:

The Mission of NIIA is to promote full funding for school districts that have Indian treaty or federal trust lands and receive federal Impact Aid payments from the US Department of Education. South Dakota has many districts that receive such payments. As the staff that handles the issue, Jane will provide an update.

14. Briefly describe each sponsor's prior history of sponsoring congressional trips:

To the best of our knowledge, this is the first invitation to sponsor the travel of a Congressional staffer to \_\_\_\_\_  
attend our annual conference.

15. Briefly describe the educational activities performed by each sponsor (other than sponsoring congressional trips):

NIISA advocates for full funding of Impact Aid, Title VII of the Elementary and Secondary Schools Act.

NIISA does so through membership conferences and forums.

16. Total Expenses for Each Participant:

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses
<input checked="" type="checkbox"/> Good Faith estimate	Flight between \$350-450	\$97 +tax/night for two nights	Federal per diem rate in Las Vegas is \$64/day for three days	
<input type="checkbox"/> Actual Amounts	Ground transportation to/from airport approx. \$100			

17. State whether a) the trip involves an event that is arranged or organized *without regard* to congressional participation or b) the trip involves an event that is arranged or organized *specifically with regard* to congressional participation;

The meeting is an annual event of NIISA membership as required by adopted Bylaws and Articles of

Incorporation. The NIISA Annual Conference is held without regard to Congressional participation

18. Reason for selecting the location of the event or trip

Las Vegas, NV is a central location for NIISA membership and there is competitive airfare and lodging.

19. Name and location of hotel or other lodging facility:

Harrah's Hotel and Casino, Las Vegas, NV

20. Reason(s) for selecting hotel or other lodging facility:

Harrah's Hotel and Casino entered into a multiple year contract and has the capacity to accommodate

NIISA member attendees.



21. Describe how the daily expenses for lodging, meals, and other expenses provided to trip participants compares to the maximum per diem rates for official Federal Government travel:

Per diem rates will meet or be below all requirements.

22. Describe the type and class of transportation being provided. Indicate whether coach, business-class or first class transportation will be provided. If first-class fare is being provided, please explain why first-class travel is necessary:

Economy airfare to Las Vegas, NV

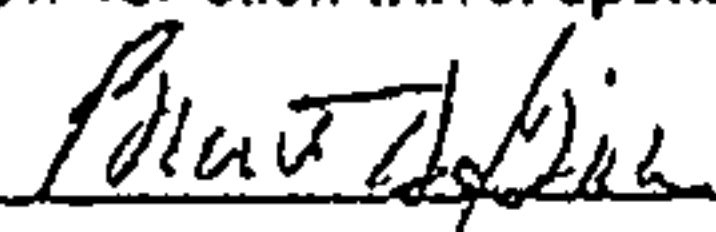
23. ☒ I represent that the travel expenses that will be paid for or reimbursed to Senate invitees do not include expenditures for recreational activities, alcohol, or entertainment (other than entertainment provided to all attendees as an integral part of the event, as permissible under Senate Rule 35).

24. List any entertainment that will be provided to, paid for, or reimbursed to Senate invitees and explain why the entertainment is an integral part of the event:

N/A

25. I hereby certify that the information contained herein is true, complete and correct. (You must include the completed signature block below for each travel sponsor.):

Signature of Travel Sponsor:



Name and Title: Brent D. Gish, Executive Director, National Indian Impacted Schools Association

Name of Organization: National Indian Impacted Schools Association

Address: 27248 County Road 4 P.O. Box 30, Naytahwaush, MN 56566

Telephone Number: (218) 935 5848

Fax Number: (218) 935 2740

E-mail Address:

# NATIONAL INDIAN IMPACTED SCHOOLS ASSOCIATION

## 2016 NIISA ANNUAL CONFERENCE Harrah's Hotel and Casino, Las Vegas FISEF Training—December 3<sup>rd</sup> and 4<sup>th</sup> 33<sup>rd</sup> Annual Conference--December 5<sup>th</sup> and 6<sup>th</sup>

### Tentative Agenda

#### Saturday, December 3<sup>rd</sup>

8:00-4:00	FISEF Workshop	Elko/Ely Room
	Speakers: John Forkenbrock, Guest speaker-Sen. Thune's staffer Jane Lucas The workshop will cover the basics of Impact Aid and application submission	
1:00-4:00	NIISA Conference registration	Foyer A, Conf. level

#### Sunday, December 4<sup>th</sup>

8:00-4:00	FISEF Workshop	Elko/Ely Room
	Speaker: John Forkenbrock, Guest speaker-Sen Thune's staffer Jane Lucas-The workshop will cover individual school district Impact Aid payment estimates	
1:00-4:30	NIISA Conference registration	Foyer A-Conf. level
4:30-7:00	NIISA Board of Directors meeting	Silver Room
	Attendees: NIISA Board members, Sen. Thune's staff member Jane Lucas. Ms. Lucas will provide an update on the status of Impact Aid in Congress	

#### Monday, December 5<sup>th</sup>

7:30-4:00	NIISA Conference registration	Foyer A, Conf. level
7:30-8:30	Breakfast	Tahoe/Reno Room
8:30	Welcome to the Conference	Pres. Dan Hudson
	<ul style="list-style-type: none"><li>• Invocation</li><li>• Pledge of Allegiance</li></ul>	Veterans
8:40	Conference overview	Brent Gish
	<ul style="list-style-type: none"><li>• Review of agenda</li></ul>	
8:45	<b>"Indian Education for All: Developing a Culturally Relevant Approach for Teaching About American Indians"</b> Mike Jetty, Montana Office of Public Instruction, Helena, MT This presentation will feature exemplary Indian Education efforts in Montana. Montana has a constitutional and legal obligation to educate all Montanans about American Indians at all grade levels and across multiple content areas. "Indian Education for All" illustrates best practices in multicultural education. It addresses historical and contemporary oppressions of Indigenous peoples by transforming educational policy, curriculum, and pedagogy. Its implications reach beyond Montana's borders with a hopeful example, inspiring educators across the U.S. and around the world to become more culturally inclusive in their classrooms and communities.	
9:30	<b>"Impact Aid 101"</b> Barry Beauchamp, NAFIS Board of Directors Past President and former Superintendent, Lawton, OK Barry Beauchamp will	



share his vast knowledge of the Impact Aid rules and regulations as well as poignant anecdotal and historical information on the program.

- |       |  |
|-------|--|
| 10:15 | Break  |
| 10:30 | <b>"Impact Aid"</b> Jane Lucas, Legislative Director for Senator John Thune, The presentation will provide insight on the current status of the Impact Aid Program.  |
| 11:15 | <b>"Impact Aid Payment Update"</b> Alfred Lott, Director of the Impact Aid Program, U.S. Department of Education, Washington, DC Impact Aid Program Director Alfred Lott will provide payment updates and other pertinent information for impacted districts.  |
| 12:00 | Lunch on your own  |
| 1:00  | <b>"Promising Practices in Increasing Graduation Rates for Public School Serving Native Students"</b> , Superintendent Henry Strom, Mt. Adams District, WA and John Cerna, Superintendent Toppenish School District, WA This presentation will feature innovative practices implemented by Toppenish School District and Mt. Adams School District; these districts serve students from the Yakima Reservation. Presenters will discuss implementation of research based instructional practices, standards based curriculum and credit recovery programs with cultural relevance. |
| 1:45  | <b>"What's New at NAFIS?"</b> Hilary Goldmann, NAFIS Executive Director NAFIS' new Executive Director Hilary Goldmann will introduce herself to the NIISA membership. She will provide an update about NAFIS' work, our collaboration with NIISA and the latest information from Washington, DC.   |
| 2:15  | <b>Stepping Stones Grants—Chamberlain School District, Chamberlain, South Dakota</b>   |
| 3:15  | Break  |
| 3:30  | <b>Stepping Stones Grants—Browning School District, Browning, Montana</b>  |
| 4:30  | Evening on your own.   |

**Tuesday, December 6<sup>th</sup>**

- |       |                          |                      |
|-------|--------------------------|----------------------|
| 7:30  | Beverage service         | Tahoe/Reno Room      |
| 7:30  | NIISA Conf. Registration | Foyer A, Conf. level |
| 8:30  | TBA                      |                      |
| 9:00  | TBA                      |                      |
| 10:00 | TBA                      |                      |

CONFIDENTIAL

10:45                      Brunch

12:00	TBA
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1:00	TBA
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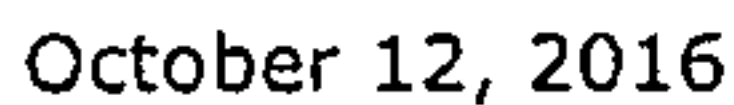
**1:30 NIISA Membership Annual Meeting**

**Adjourn**

**Thank you for attending the 33rd Annual NIISA Conference! Please take a few moments to complete the short conference evaluation. Happy holidays!**

**RECEIVED**

P.O. Box 30 | Naytahwaush, Minnesota 56566 | 218.935.5848 | [www.niisa-lands.org](http://www.niisa-lands.org)



TO: Ms. Jean Kilker, Counsel to the Senate Select Committee on Ethics

FROM: Brent D. Gish, Executive Director, National Indian Impacted Schools Association

SUBJECT: Air travel from Washington, DC to Las Vegas, NV for Jane Lucas, Legislative Director for Senator John Thune—Ms. Lucas has been invited to speak and participate in workshops at the National Indian Impacted Schools Association Annual Conference

Proposed air travel: American Airlines, Economy class (times are approximate)  
Departure from DCA—Saturday, December 3<sup>rd</sup>, 8:00 a.m., Arrival at LAS  
at 10:30 a.m.  
Return from LAS, Monday, December 5<sup>th</sup>, 1:35 p.m., Arrival at DCA 6:30  
p.m.

The proposed air travel will be allow Ms. Lucas to participate in both Saturday and Sunday Impact Aid workshops, NIISA Board of Directors meeting, and speak to NIISA membership on Monday.

[illegible]